

**Town of Maynard**  
**COMMUNITY PRESERVATION COMMITTEE MEETING**  
**Wednesday, October 7, 2015 – Town Hall**  
(Date Posted: Oct. 2, 2015)

**2014-15 Committee Positions:**  
Chair – John Dwyer  
Vice Chair – Rick Lefferts  
Treasurer – Steve Jones  
Clerk – Jane Audrey-Neuhauser

Call to Order: John Dwyer called the meeting to order at 7:05 pm.

Members present: Jane Audrey-Neuhauser, clerk; John Dwyer; Thomas Hesbach; David Hull; Rick Lefferts, Vice Chair

Members absent: Ellen Duggan; Steve Jones;

The positions representing Capital Planning and Planning Board are vacant

Also present: Andrew Scribner-MacLean, Asst. Town Administrator

**ADMINISTRATIVE ITEMS:**

Minutes of the Sept. 16, 2015 meeting were approved as distributed.

Award & Condition Letters received from:

Except for the Alumni Field House Renovation, all other letters have been received.

Andrew Scribner-MacLean discussed several items which are of concern to the CPC.

He will attempt to find the missing CPC File Cabinet and the documents that were in them. He will also try to locate the banners for identifying projects.

There was an extensive file management project over the summer and all of the CPC Files are available on the "Selectmen's Drive". The pre-vault area has active records and our CPC Booklets are there as well as a computer with limited file access. Since the pre-vault area is not available during our meeting times, Andrew will provide the CPC with a flash drive containing all of the CPC files.

Andrew also gave the CPC a draft of a proposed Conservation Restriction, but as yet, the Town has not found an organization to become the "Grantee" of the restriction.

If we hire an administrative assistant, the hiring contract would have to be processed through the Town at the going hourly rate. The Stow aide works between 5 and 20 hours/week. Discussion of the CPC Administrator job description was tabled until the next meeting since Ellen Duggan was not present.

**PROPOSALS FOR 2016 ATM:**

Three new applications were received bringing the total to four.

All of the proposals were accepted for further application with the liaison clarifying some of the initial concerns.

HR022-16 – \$10,000 -- ArtsSpace Cupola Restoration

Ellen Duggan – liaison

HR023-16 -- \$35,000 – Maynard Public Library Sealant

Rick Lefferts – liaison

OS015-16 -- \$45,000 – Conservation Fund Support

John Dwyer – liaison

REC028-16 – Fowler School Lent Field Irrigation

Steve Jones -- liaison

**FINANCIAL ISSUES:**

It was hoped that we will be ready to close out any remaining project funds at the January Town Meeting. As Tues. Nov. 24<sup>rd</sup> is the deadline for submitting warrant articles it appears that this process will be postponed until the May ATM.

**BUSINESS:**

Updates on this year's proposals:

- REC025-15 -- \$30,000 – Memorial Park: Redesign and Revitalization  
Rick Lefferts – liaison **RFP has gone out.**
- REC026-15 -- \$50,000 – Green Meadow Playground Renovation Planning  
Tom Hesbach – liaison (Funds from Open Space Reserve Fund) Tom  
will be facilitating the discussion to get this project moving forward.
- REC027-15 -- \$100,000 – Fowler School Playground Project  
Tom Hesbach – liaison (Funds from Open Space Reserve Fund)  
**Project completed and opening ceremony attended by CPC chairman.**
- HR019-15 -- \$30,000 – Alumni Field House Renovation Study  
Rick Lefferts liaison
- HR020-15 -- \$14,000 – Town Hall Historic Artifacts Preservation Project  
Ellen Duggan– liaison **Project completed**
- HR021-15 -- \$20,000 -- Coolidge School Re-Use Task Force  
Ellen Duggan– liaison **Project completed**
- OS013-15 -- \$25,000 – Maynard Conservation Trust Fund  
John Dwyer – liaison
- OS014-15 -- \$60,000 – Assabet River Rail Trail Easements Funding  
John Dwyer – liaison (Funds from Budgeted Reserve Fund)

**UPDATES ON ONGOING PROJECTS**

Rockland Soccer fields – fields are in use and a water spur has been put down the road.

Cemetery fence and Maynard Tomb **Project completed.** There was a ceremony in conjunction with Octoberfest on Oct. 3 which was attended by State and Town Officials as well as several members of the CPC.  
CPC was given due credit for its funding of the project and its role in its completion.

**TIMELINE** – dates for May 2016 Town Meeting --FY2016 CPA Proposals:

Tuesday, September 15, 2015 – Preliminary Application due  
November 12, 2015 – Final Applications due  
CPC develops lists of questions for proponents  
with proponents and discussion  
HEARING & FINAL vote on proposals

December 2015 –  
January 2016– meetings  
February 2016 – PUBLIC

**Next Meeting Dates:**

Wednesday, Oct. 21, 2015 - 7pm  
Wednesday, Nov. 4, 2015 - 7pm  
Wednesday, Nov. 18, 2015 - 7pm

The meeting was adjourned at 8:53 pm  
Respectfully submitted,

Jane Audrey-Neuhauser, Clerk